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**From:** Orme-Zavaleta, Jennifer [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3C5A111DC377411595E5B24B5D96146B-ORME-ZAVALA, JENNIFER]  
**Sent:** 1/24/2019 8:48:01 PM  
**To:** Blackburn, Elizabeth [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a080eb90549a453aaa6a357f5257c0b7-Blackburn, Elizabeth]; Robbins, Chris [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=958b4b78eb42457eacf53514e428efd6-Robbins, Chris]  
**Subject:** FW: Request for time sensitive information  
**Attachments:** Major Risks or Unknowns - Template for Updates.xlsx

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**From:** Greaves, Holly  
**Sent:** Thursday, January 24, 2019 3:48:00 PM (UTC-05:00) Eastern Time (US & Canada)  
**To:** Leadership\_Deputy\_Assistant\_Administrators  
**Subject:** FW: Request for time sensitive information

Good afternoon, as promised on the 2:30 call, I have attached the template that should now be used to summarize this information.

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**From:** Greaves, Holly  
**Sent:** Thursday, January 24, 2019 1:47 PM  
**To:** Leadership\_Assistant\_Administrators <Leadership\_Assistant\_Administrators@epa.gov>; Leadership\_Deputy\_Assistant\_Administrators <Leadership\_Deputy\_Assistant\_Administrators@epa.gov>; Leadership\_Associate\_Administrators <Leadership\_Associate\_Administrators@epa.gov>  
**Cc:** Terris, Carol <Terris.Carol@epa.gov>; 'Maria Williams' <Williams.Maria@epa.gov>  
**Subject:** RE: Request for time sensitive information

Good afternoon,

We have received a follow-on request from OMB related to this data collection effort. Specifically, can you please modify your submission to us to include the three bullets below, as well as "key issues to be mitigated."

Please provide as much information as possible at this time. A complete mitigation plan is not required; however, you should note the key issues that will need to be addressed in each situation. If follow-up is needed, you can simply note that in your response.

In this second request, OMB noted a deadline of 9:00 am tomorrow – I recognize that is very short timing, but appreciate you providing a response as soon as possible today so that we can provide a consolidated list.

Thank you,  
Holly

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**From:** Greaves, Holly  
**Sent:** Wednesday, January 23, 2019 12:50 PM  
**To:** Leadership\_Assistant\_Administrators <Leadership\_Assistant\_Administrators@epa.gov>; Leadership\_Deputy\_Assistant\_Administrators <Leadership\_Deputy\_Assistant\_Administrators@epa.gov>; Leadership\_Associate\_Administrators <Leadership\_Associate\_Administrators@epa.gov>  
**Cc:** Terris, Carol <Terris.Carol@epa.gov>; Maria Williams <Williams.Maria@epa.gov>  
**Subject:** Request for time sensitive information

Colleagues,

To ensure that OMB is aware of any upcoming mission critical impacts and related effects, we have been asked to develop a list of priority impacts to major program activities should the shutdown continue through April 1<sup>st</sup>. This list should be inclusive of critical life/health/safety/economic/other impacts.

Please help us complete this effort by identifying those high visibility issues that you expect will be most significantly impacted should the shutdown continue through April 1<sup>st</sup>. The template below should be used when gathering this information, and one submission for each major program office should be provided to Carol Terris ([Terris.Carol@epa.gov](mailto:Terris.Carol@epa.gov)) and Maria Williams ([Williams.Maria@epa.gov](mailto:Williams.Maria@epa.gov)) by **3:00 pm on Thursday, January 24<sup>th</sup>**.

- Program office
- Brief description of major programmatic activity and impact to life/health/safety/economy/etc.
- Date of expected impact on government

Thank you for your immediate attention.

Holly W. Greaves  
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Office of the Chief Financial Officer  
Environmental Protection Agency  
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